



**Department of General Services**

**Procurement Division**

707 Third Street, Second Floor, West Sacramento, CA 95605

(916) 375-4400 (800) 559-5529

**Broadcast Date: January 4, 2013**

**Bulletin #: E-01-13**

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**TO: Purchasing Authority Contacts (PACs)  
Procurement and Contracting Officers (PCOs)  
Small Business and DVBE Advocates**

**RE: Invitation to January 30, 2013, State Department Customer Forum**

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The Department of General Services, Procurement Division (DGS/PD) invites you to the upcoming Procurement Division State Department Customer Forum on Wednesday, January 30, 2013 from 9:00 AM to 11:30 AM in the DGS Auditorium at 707 3<sup>rd</sup> Street, West Sacramento. The Customer Forum will also be available via Webcast.

**This invitation is for State Department Employees Only.**

A tentative agenda for the Customer Forum is available under Outreach Events at:

<http://www.dgs.ca.gov/pd/Programs/OSDS/CommunicationsOutreach.aspx>

**Seating in the auditorium is limited;** please click the link below to register.

Registration will be open until January 29, 2013, **or** until we reach capacity:

Please Note:

- You can only submit one registration per email address.
- Only register if you plan on attending in person.

<http://www.applications.dgs.ca.gov/pd/cssibid/RegisterIntro.asp?EventID=328>

If you would like to join us online, please see instructions and link on the next page.

If you have any questions regarding this notification, please contact:

Judy Burnett

(916) 375-4578

[Judith.burnett@dgs.ca.gov](mailto:Judith.burnett@dgs.ca.gov)

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**Americans with Disabilities Act (ADA):** It is the policy of the State to make every effort to ensure that its programs, activities and services are available to all persons, including persons with disabilities. Persons with disabilities requiring reasonable modification to participate in the meeting/training should **provide their request to Judith Burnett at [Judith.burnett@dgs.ca.gov](mailto:Judith.burnett@dgs.ca.gov) or 916-375-4578.** You may also contact the Procurement Division main office at (916) 375-4400 or the **Procurement Division TTY** (West Sacramento) at (916) 376-1891, **California Relay Service** at 1-800-735-2922 or 1-888-877-5379; TTY at 1-900735-2929 or 1-888-877-5378, Speech to speech at 1-800-854-7784. It is recommended that DGS receives the request **at least six working days prior to the event.**

To join us online, please use the following instructions provided by Stella Garin at Office of State Publishing.

<http://mfile.akamai.com/31949/live/reflector:54299.asx?>

The viewer must be able to view a Windows Media file. Mac & iPad users will need to install an app such as Flip 4 Mac to view.

During the webcast, should there be any connectivity problem, “Refresh” your browser to resume the webcast.